

**Board of Public Works and Safety
Regular Meeting Minutes
August 18, 2014**

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:00 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Board members Stephen Barnett and Bob Swinehamer answered roll call.

Chief of Police Tim O'Sullivan, Fire Chief John Henderson, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Brett Jones, Clerk Treasurer Janet Alexander, Records Clerk Kristi Bruther, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

Public Comments

Mr. Brett Jones, resident of 560 Augusta Court, appeared before the Board on behalf of the Fairway Lakes Home Owners Association (HOA) to request approval to place Crime Watch signs in the neighborhood. A discussion was held. He explained that the HOA would pay for the signs and install them. Mayor McGuinness, made a motion to approve the placement of the Crime Watch signs, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held August 4, 2014
2. Board of Works Claims.
 - Payroll in the amount of \$333,381.04
 - Pool Party Rentals in the amount of \$2,910.00
 - Missed TCR Cash in the amount of \$57.70
 - #080914 Sewer Utility/Contracts in the amount of \$61,502.24
 - #080814 BOW Utilities in the amount of \$329,909.89
 - #080714 RDC Contracts/Utilities in the amount of \$54,695.44
 - #081814 BOW General Obligations in the amount of \$48,781.66
 - #081714 Sewer Utility General Obligations in the amount of \$14,410.79
 - #081614 Sewer Utility Utilities in the amount of \$30,340.31

- #081514 BOW Utilities in the amount of \$72,506.65
- #081314 RDC Contracts in the amount of \$118,711.85

Mr. Barnett made a motion to approve the consent agenda as presented, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Old Business

Receipt of Bids for Fire Station 21 Roof Replacement - City Attorney Gray stated that only one bid was received from Metal Pro Roofing (Cornett) for the replacement of Fire Station 21 roof. The amount of the bid was \$68,500.00 with no alternates. Mr. Barnett made a motion to refer the matter to the City Engineer and City Attorney for further review and a recommendation directly to the Mayor and to authorize the Mayor to approve the contract if the bid is found to be the lowest, most responsive bid, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Receipt of Bids for 2014 Maintenance Improvement Program - HMA Crack Seal - City Engineer Underhill explained that the bids received at the previous meeting were announced in reverse order based on the way they were listed on the agenda and there were actually two bids received that were responsive. His recommendation is to reject both bids based on the amount proposed being in excess of the budget. Mayor McGuinness made a motion to reject the bids received, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried and the bids were rejected.

Receipt of Bids for 2014 Maintenance Improvement Program - HMA Sealing - Dustmasters Inc. DBA RejuvTec Contract - City Engineer Underhill explained only one bid was received that was responsive from Dustmasters Inc. DBA RejuvTec. City Attorney Gray has reviewed the contract and has no issues. Mr. Swinehamer, seconded by Mr. Barnett, made a motion to approve the contract with Dustmasters Inc. DBA RejuvTec in the amount of \$143,299.00 for HMA Sealing as the lowest and most responsive bid. A voice vote was taken with all members stating aye. The motion carried.

Request Payment for Damages to Property as a Result of Mowing/Trimming - Mayor McGuinness explained this matter was tabled from the last meeting. Brian E. Mulry the property owner was not present. Mr. Barnett explained that an estimate was received in the amount of \$245 to make the repairs and he recommended that the matter be submitted to the city insurance company. Mr. Barnett made a motion to submit this matter to legal counsel and to the insurance company, seconded by Mr. Swinehamer. It was explained that the responsibility to file the claim is that of the resident, Mr. Mulry. A voice vote was taken with all members stating aye. The motion carried.

New Business

Franklin College Request for Street Closures & Suspension of Parking Restrictions - Mr. Steve Leonard, Franklin College Football Coach, requested permission to close Grizzly Drive from Branigin Blvd. to First St. from 10:30 a.m. until 6:00 p.m., and to suspend parking restrictions around campus from noon until 6:00 p.m. including the north and south sides of Park Avenue between First St. and Forsythe St., the west side of Forsythe St. from Park Avenue to the service drive north of Spurlock Center, and First St. from Park Ave. south to the end, on the Saturday dates of September 13, September 27, October 11, October 24 and November 15 for Franklin College home football games. Mr. Swinehamer made a motion to approve the request as presented, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request to Allow Food Trucks – Ms. Barb Miller speaking on behalf of “Dancing with the Johnson County Stars” appeared before the Board to request permission to close off one block of N. Main Street between Madison Street and Jefferson Street from 5:30 p.m. to 8:00 p.m., on the nights of September 26 and 27, to allow food trucks to serve patrons of the event which will be held at the Historic ArtCraft Theatre. Mayor McGuinness made a motion to approve the request, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Street Closures for Franklin Fall Festival October 3 & 4, 2014 - Parks Superintendent Orner presented a request for street closures of West Court St., East Court St., Monroe St., and Water St. all day during the Franklin Fall Festival on October 3 and 4, 2014. Mr. Swinehamer made a motion to approve the request, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request to Purchase a New Street Sweeper - Street Superintendent Jones presented a request to purchase a new street sweeper through the use of MVH and MS4 monies. A discussion was held. The lease agreement is with TCF Environmental Services Division for \$170,000. Mr. Barnett, seconded by Mr. Swinehamer, made a motion to authorize the City Attorney to review the paperwork with the company and negotiate any necessary changes. A voice vote was taken with all members stating Aye. The motion carried. Mr. Swinehamer, seconded by Mr. Barnett, made a motion to approve the funding from MVH and MS4. A voice vote was taken with all members stating aye. The motion carried.

Board of Works Resolution No.: 14-04 Recommendation for Revisions to Vacation Policy - Clerk-Treasurer Alexander presented Resolution 14-04 which is a recommendation for revisions to the City’s vacation policy to change the accrual of vacation time based on hire date (anniversary date) rather than the calendar year. In addition to the approval in the change of policy, the Clerk-Treasurer is also requesting permission for her office to convert full-time employees to anniversary dates over the course of the next two years. A discussion was held. Mr.

Barnett, seconded by Mr. Swinehamer, made a motion to approve Resolution 14-04. A voice vote was taken with all members stating aye. The motion carried.

Presentation of Parking Study Proposal & Interlocal Agreement with County to Share Costs

Mayor McGuinness explained that parking downtown continues to be an issue, this parking study is needed to determine the problem and identify possible solutions. The study presented will cost no more than \$18,500 and expenses no more than \$500 of the total. City Attorney Gray explained that the City will execute the contract and the County has agreed to pay one-third of the cost of the study. An interlocal agreement will be executed if so requested by the Board. Mayor McGuinness said that he plans to ask the Redevelopment Commission (RDC) to pay for one-third of the contract and the remaining one-third would be paid by the City. Mr. Barnett, seconded by Mr. Swinehamer, made a motion approve the City Attorney to prepare an Interlocal Agreement with the County to move forward with the parking study. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Approval to File Unkempt Property Liens - Mr. Barnett, seconded by Mr. Swinehamer, made a motion to approve the request to file unkempt property liens. A voice vote was taken with all members stating aye. The motion carried.

Department Reports / Staff Reports

Parks Superintendent Orner reminded the Board members and the public that the Aquatic Center is still open and will remain open through Labor Day Weekend. Mayor McGuinness recognized the Parks Department for their assistance in his recent “ice bucket” challenge last Friday.

Mayor McGuinness welcomed DPW Superintendent Littleton back after an extended medical leave.

Community Development Director Linke reminded the Board and public that the Beer and Bluegrass Festival is Friday, August 22, 2014 from 6:00 p.m. to 10:00 p.m. She explained that there would be 11 breweries along with 2 bands and many food vendors.

City Engineer Underhill recognized his staff members for the open Tuesday morning meetings and stated that he has received compliments from the public. Bartram Parkway was closed this morning to start the paving process. The Upper Shelbyville trail extension project started today.. The 2014 paving program also started today on King Street which will continue to be cumbersome. A portion of North Main Street will re-open by the end of the week, with only a little concrete work remaining. Work north of the new round-about will continue. The Water Street paving project also started today and the pavement lift should be finished by the end of the

week, with the surface being completed in the next two weeks. The Artcraft alley is on hold for various reasons.

Mr. Swinehamer complimented the Street Department on the painting that restricts parking in the areas between McDonald's and Burger King. This inexpensive solution solved some outstanding parking issues.

Clerk-Treasurer Alexander recognized Deputy Police Chief Tennell and Lieutenant Atwood for their assistance with the coordination and management of the annual City auction.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:53 p.m.

Respectfully submitted,

Janet P. Alexander, Clerk-Treasurer
Enrolled: 08/25/14

Joseph McGuinness, Mayor

Attest:

Janet P. Alexander, Clerk-Treasurer